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Presented are the state's minimum training requirement for approval of school social workers and school psychologists, and of teachers in these areas: speech handicapped, blind, partially seeing, educable mentally handicapped, trainable mentally handicapped, deaf, maladjusted, multiply handicapped, physically handicapped in special classes, and physically handicapped in home instruction and hospital classes. Illinois colleges and universities offering programs in specific areas of special education are listed. (LE)

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SPECIAL EDUCATION TEACHER APPROVAL PROCEDURES

(Revised February, 1968)

STATE OF ILLINOIS

OFFICE OF THE SUPERINTENDENT OF PUBLIC INSTRUCTION

RAY PAGE, SUPERINTENDENT

Department of Special Education
Program Development and Evaluation
316 South Second Street
Springfield, Illinois 62706

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U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
OFFICE OF EDUCATION

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Department of Special Education
Program Development and Evaluation

David W. Donald

Director

Telephone: 217 - 525-6601

SPECIAL EDUCATION TEACHER APPROVAL PROCEDURES

Part I
General Information

Approval of a teacher in the field of special education is dependent on the teacher holding a valid Illinois teacher's certificate appropriate to the grade level in which he is to teach.

Certificates are issued by the State Teacher Certification Board, 212 East Monroe Street, Springfield, Illinois 62706 for all teachers other than those who desire to teach in the City of Chicago. For information concerning certification of Chicago teachers, please contact Doctor James F. Redmond, General Superintendent, Board of Examiners, 228 North LaSalle Street, Chicago, Illinois.

A teacher who holds a standard special certificate received through the entitlement program or by evaluation from the State Teacher Certification Board (qualifying him or her to teach in a <u>specific area</u> of special education) need not apply to the Department of Special Education Program Development and Evaluation for approval. If a teacher wishes to teach in a special education area other than the one in which he is certified, then approval must be received from the Department of Special Education Program Development and Evaluation.

Part II
Minimum Training Requirements for Approval of Teachers in Special Education

A. <u>Speech Correction</u>

The entitlement procedure has been in effect in the State of

Illinois since July 1, 1961. Graduates from approved Illinois speech correction training programs may qualify by the entitlement procedure.

All other applicants for certification in the area of speech correction and all out of state graduates must make application for certification directly to the State Teacher Certification Board, 212 East Monroe Street, Springfield, Illinois 62706. The applicant must indicate the type of certification he seeks and accompany his request for application with an official transcript bearing the seal of the institution and the signature of an official of the college. This transcript must be accompanied by a $10 check, draft, or money order (currency not accepted). The fee is not refundable.

The Speech Correction Consultant in the Department of Special Education Program Development and Evaluation, Office of the Superintendent of Public Instruction, reviews only the speech and hearing preparation appearing on the official transcript of the applicant. Course requirements for a qualified speech correctionist total 32 semester hours in the area of specialization. The applicant should note that in this distribution of credits, five semester hours of student teaching are required in the area of specialization. Verification of an appropriately supervised practicum in a clinical and school situation is required. No temporary approval is granted in the area of speech correction.

The minimum requirement of 32 semester hours in speech and hearing may include the following:

Speech Correction — 26 semester hours

1. Speech and language development
2. Phonetics
3. Anatomy and physiology of the speech and hearing mechanism
4. Speech science
5. Communicative theory
6. Psychology of speech and language
7. Impairments of fluency
8. Impairments of voice
9. Impairments of articulation
10. Impairments of receptive and expressive language
11. Structural and neuromuscular impairments of speech
12. Psychology of exceptional children
13. Practicum in speech correction

Hearing — 6 semester hours

Hearing-testing techniques and interpretation

Speech and language training for the hearing impaired

Practicum — 200 clock hours

Practicum experience must be appropriately supervised. One half of the hours earned must be in a school situation.

Background-course work in the following areas is recommended:

1. Semantics
2. Linguistics
3. Developmental psychology
4. Child growth and development through adolescence
5. Genetic and cultural aspects of speech and language development
6. Psychology of learning
7. Teaching of reading or diagnosis of reading disorders
8. Genetic and cultural aspects of speech and language development

B. Teachers of the Physically Handicapped in Special Classes

For an evaluation of credits to teach the physically handicapped, one complete set of transcripts must be sent to the State Teacher Certification Board and a second complete set must be sent to the Consultant for Physically Handicapped, Department of Special Education Program Development and Evaluation, 316 South Second Street, Springfield, Illinois 62706.

The following minimum requirements must be met for approval:

1. A valid Illinois teacher's certificate for the grade level in which the teacher is to work
2. Required minimum courses (20 semester hours)
   a. Laboratory experience in diagnosis and instruction of children with severe reading disabilities

b. Mental hygiene

c. Survey of education of exceptional children

d. Practice teaching - regular, elementary or secondary

e. Methods of teaching the physically handicapped

f. Practice teaching - physically handicapped

g. Medical aspects of crippling conditions

3. Elective courses (6 semester hours)

a. Pupil evaluation, including tests and measurements

b. Speech correction for the classroom teacher

c. Vocational guidance and counseling

d. Nutrition

e. Related courses in education and psychology

C. Teachers of the Blind

Applicants must possess a valid Illinois teacher's certificate for the grade level with which they are to work. Required courses for a qualified teacher of blind children total 38 to 43 semester hours. These may be a part of, or in addition to, work necessary for an Illinois teacher's certificate.

For graduates of Illinois State University and Northern Illinois University certification is possible under the entitlement program. All other applications for evaluation and approval, along with one complete set of transcripts, must be sent to the Consultant for Blind and Partially Seeing, Department of Special Education Program Development and Evaluation, 316 South Second Street, Springfield, Illinois 62706.

Requirements for teachers of the blind are as follows:

1. Background courses (15 semester hours)
   a. Child growth and development
   b. Mental hygiene
   c. Survey of education of exceptional children
   d. Pupil evaluation
   e. Laboratory work with children with severe reading disabilities
2. Specialized courses (9 - 12 semester hours)
   a. Hygiene and physiology of the eye
   b. Methods, curriculum adaptation and/or program adjustment
   c. Techniques of braille reading and writing
   d. Practice teaching with the blind
   e. Course in typing or demonstrated proficiency in typing
3. Elective courses (16 - 18 semester hours)
   a. Nutrition
   b. Speech correction
   c. Music for children
   d. Vocational rehabilitation
   e. Arts and crafts
   f. General curriculum
   g. Related courses in education, psychology and sociology (not to exceed 8 semester hours)

D. Teachers of the Partially Seeing

Applicants must possess a valid Illinois teacher's certificate for the grade level with which they are to work. Course requirements for a qualified teacher of partially seeing children total 37 to 42 semester hours. These may be a part of, or in addition to, work necessary for an Illinois teacher's certificate. For an evaluation and approval to teach the partially seeing, one complete set of transcripts must be sent to the Consultant for Blind and Partially Seeing, Department of Special Education Program Development and Evaluation, 316 South Second Street, Springfield, Illinois 62706. Graduates of Illinois State University and Northern Illinois University programs can obtain certificates through the entitlement program.

Requirements for teachers of the partially seeing are as follows:

1. Background courses (15 semester hours)
   a. Child growth and development
   b. Mental hygiene
   c. Survey of education of exceptional children
   d. Pupil evaluation
   e. Laboratory work with children with severe reading disabilities
2. Specialized courses (6 - 9 semester hours)
   a. Clinical and laboratory study of eye conditions and problems
   b. Methods, curriculum adaptation and/or program adjustment
   c. Practice teaching with partially seeing
   d. Typing or demonstrated proficiency in typing

3. Elective courses (12 - 15 semester hours)

   a. Arts and crafts

   b. Nutrition

   c. Speech correction

   d. Music for children

   e. Vocational rehabilitation

   f. Related courses in education, psychology and sociology (not to exceed 8 semester hours)

E. Teachers of the Educable Mentally Handicapped

Applicants must hold a valid Illinois teacher's certificate (elementary, high school and/or special). The special certificate is issued under the entitlement program and/or by evaluation through the State Teacher Certification Board. For evaluation of specialized courses, one complete set of transcripts should be sent to the Consultant for Educable Mentally Handicapped, Department of Special Education Program Development and Evaluation, 316 South Second Street, Springfield, Illinois 62706.

Required minimum areas of training are as follows:

1. General courses in education and psychology

   a. American public education

   b. Child growth and development through adolescence

   c. Principles of mental health

   d. Speech reeducation

2. Required field of specialization (minimum of 16 semester hours)

   a. Survey of education of exceptional children

   b. Characteristics of the mentally handicapped (educational and psychological), including implications for education

   c. Teaching techniques and materials for educable mentally handicapped children, including principles of curriculum and classroom organization, work with parents, reporting, record keeping, etc.

   d. Practicum with educable mentally handicapped children

   e. Pupil evaluation, including tests and measurements

3. Background work

   a. Student teaching with normal children or approved equivalent

   b. Handwork and/or art for elementary schools

   c. Physical education for elementary schools

   d. Music for elementary schools

   e. Elective courses (two areas selected)

      (1) Guidance

      (2) Audiovisual aids

      (3) Related courses in sociology, psychology and home economics

(4) Health education

(5) Vocational rehabilitation

(6) Related courses in other fields of special education

4. Approval and temporary approval for teachers who wish to teach educable mentally handicapped and who hold a standard Illinois elementary or high school certificate (not provisional)

a. Any teacher who has a bachelor's degree with a valid Illinois elementary certificate (not provisional) shall be fully approved to teach educable mentally handicapped children (between the ages of 5 and 21 years) after completing the courses listed below (minimum of 16 semester hours):

(1) Survey of education of exceptional children

(2) Characteristics of the mentally handicapped (educational and psychological) including implications for education

(3) Teaching techniques and materials for educable mentally handicapped children, including principles of curriculum and classroom organization, work with parents, reporting, record keeping, etc.

(4) Practicum with educable mentally handicapped children

(5) Pupil evaluation, including tests and measurements (These courses may be completed in two consecutive summer sessions or in one academic year.)

b. Temporary approval for teaching educable mentally handicapped children shall be granted for one year after the completion of the first summer's work. All of the requirements must be met by the end of the second summer.

c. Any teacher who has a bachelor's degree with a valid Illinois high school certificate (not provisional) shall be fully approved to teach educable mentally handicapped children (between the ages of 13 and 21 years) after completing the courses listed under item 4a on page 10, plus the following background courses:

(1) Reading methods or the teaching of reading

(2) Elementary school methods of teaching one of the following: mathematics, social studies, science, music, arts and/or crafts, or physical education

(3) Practical arts such as: home economics, industrial arts, or vocational agriculture

d. Temporary approval for teaching educable mentally handicapped children (between the ages of 13 and 21) shall be granted after the completion of not less than eight semester hours of work shown under item 4a on page 10. The remaining courses listed under item 4a must be completed by the end of the second summer. If at the end of the second summer the teacher has not completed all of the background work under item 4c on page 11, temporary approval may be extended for an additional year to permit the completion of the remaining courses required for full approval for teaching educable mentally handicapped children (between the ages of 13 and 21).

F. Teachers of the Trainable Mentally Handicapped

Applicants must possess a valid Illinois teacher's certificate and satisfy the requirements of the Department of Special Education Program Development and Evaluation relative to specialized courses. A teacher making application for approval must send one complete set of transcripts to the Consultant for Trainable Mentally Handicapped, Department of Special Education Program Development and Evaluation, 316 South Second Street, Springfield, Illinois 62706.

Any teacher who has a valid Illinois elementary or high school certificate (not provisional) shall be fully approved to teach trainable

mentally handicapped children after completing the courses listed below:

1. Survey of education of exceptional children
2. Characteristics of the mentally handicapped (educational, sociological, physiological, and psychological) including implications for training and/or education
3. Teaching techniques for trainable mentally handicapped including principles of curriculum and classroom organization, work with parents, reporting, record keeping, etc.
4. Electives (3 semester hours)
   a. Practicum with trainable mentally handicapped children
   b. Pupil evaluation including tests and measurements applicable to the trainable mentally handicapped
   c. Language development
   d. Methods courses specifically designed for teachers of trainable mentally handicapped such as arts and crafts, physical education, music, etc.

Temporary approval may be granted for two years to a school district for a teacher with a valid Illinois elementary or high school certificate (not provisional) who agrees in writing to complete the above required courses within the two years.

Under this plan, a teacher may be fully approved upon completion of the required courses and submission of a written statement from the school district that initiated the application for temporary approval stating that the teacher is competent in the area of teaching.

A person with a bachelor's degree and not less than 120 semester hours of credit may qualify for a temporary certificate to teach trainable children, good for one school year and renewable each year on the completion of five additional semester hours of credit approved by the Office of the Superintendent of Public Instruction.

Application for the temporary certificate to teach trainable children must be sent to the State Teacher Certification Board.

G. School Social Workers

To receive full approval by the Office of the Superintendent of Public Instruction for a position as a school social worker in Illinois, it is necessary that an applicant have a master's degree in social work from a professional school of social work which has been accredited by the Council of School Social Work Education. This master's degree usually requires two years in residence because of the combination of closely integrated class-and field-instruction.

Academic requirements for school social workers in Illinois:

1. General education - a bachelor's degree from an accredited undergraduate school; such degrees are usually in education, psychology, sociology, social sciences, etc., since a broad base in the behavioral sciences is required for admittance to a graduate school of social work.

2. Required specialized preparation - to be taken at a graduate, professional school of social work accredited by the Council of School Social Work Education. Approval requires the master's degree.

   a. Social casework (equated with methods courses in schools of education: minimum approval - 6 hours or credits; full approval - 12 hours or credits)

   b. Field practice (equated with practice teaching in schools of education) to be taken in a school district or an agency offering casework services in which the graduate school has established a field instruction unit. (12 semester hours)

   c. Human development (medical, psychological and psychiatric information concerning human growth and development). (8 semester hours)

   d. Community services such as social welfare organization, child welfare, public welfare, public school services, community organization, social insurance and administration. (8 semester hours)

   e. Specialized courses such as school social work, group work, statistics, research, cultural factors, economic problems, law, probation, medical aspects of social welfare, thesis, etc. (20 semester hours)

Because of some variations in requirements for individual students and in the method of computing semester hours by universities, there may be slight variations in the preceding requirements. School social workers in Illinois are issued a teacher school social worker certificate.

Applicants should send transcripts for evaluation to the Consultant for School Social Work, Department of Pupil Personnel Services, 316 South Second Street, Springfield, Illinois 62706.

H. School Psychologists

1. Requirements for certification as a school psychologist

a. A master's degree or higher degree in psychology and/or educational psychology with emphasis upon courses relevant to the training of school psychologists:

(1) Minimum requirement of 56 semester hours in psychology and/or educational psychology

(2) Included in the 56 semester hours must be a minimum of 24 semester hours in child development, personality, abnormal psychology, clinical study of children, counseling, learning and the exceptional child

b. One year of experience in psychological work with children including individual psychological evaluation under the supervision of a qualified psychologist

c. Competence in individual child study

d. Good character, good health, a citizen of the United States and at least 19 years of age (Section 21-1 of The School Code of Illinois)

2. Requirements for approval as intern in school psychology are the same as those preceding, with the exception of the required year of supervised experience.

All applications for approval as a school psychologist or intern must be sent to the Administrator of Psychological Services, Department of Pupil Personnel Services, 316 South Second Street, Springfield, Illinois 62706. Application materials will be sent upon request.

I. Teachers of the Deaf

1. The following two steps are necessary for certification of teachers of the deaf:

   a. Approval of the area of specialization by the Department of Special Education Program Development and Evaluation

   b. Issuance of a certificate by the State Teacher Certification Board

2. The certificate best suited to this field of special education is the Standard Special Certificate, valid for grades kindergarten through twelve.

Certification Procedure for Applicants from Illinois Teacher Preparation Centers:

a. Approval of the area of speciality is by ENTITLEMENT. Several Illinois colleges and universities have received entitlement from the State Teacher Certification Board. This means that these programs meet the standards for the preparation of teachers of the deaf and their graduates are automatically approved to teach in Illinois.

b. Issuance of a certificate by the State Teacher Certification Board. Graduates who have completed teacher preparation from a university on entitlement may make application for certification through the office of the county superintendent as follows:

(1) Office of the county superintendent where the university is located, or

(2) Office of the superintendent of the county where the school district is located and in which the applicant is to be employed

3. Certification Procedure for Applicants from Out of State

a. Approval of the area of specialization

(1) Send one copy of your official college transcript to the Consultant for Deaf and Hard-of-Hearing, Department of Special Education Program Development and Evaluation, 316 South Second Street, Springfield, Illinois 62706. Please be certain that your <u>mailing address</u> accompanies your transcript.

Note: If you have already applied for employment in a particular community, application should be made through the local county superintendent.

(2) An evaluation of your credits in the area of specialization will be made by the Department of Special Education Program Development and Evaluation.

(3) The above evaluation and your official transcript will then be forwarded by the Department of Special Education Program Development and Evaluation to the Executive Secretary, State Teacher Certification Board, 212 East Monroe Street, Springfield, Illinois 62706.

4. Issuance of a certificate by the State Teacher Certification Board

a. The State Teacher Certification Board will send you a letter of instruction and application forms necessary for certification.

b. Your records will be held on file pending return of your application to the State Teacher Certification Board.

c. Upon receipt of necessary application forms and designated fees, your records will be reviewed and a certificate issued.

d. Your certificate will be mailed to you by the State Teacher Certification Board.

5. Minimum requirements for a Special Certificate - Teacher of the Deaf (1967)

	Semester hours
a. Liberal Arts	42
b. Education - Professional	16
c. Background Courses for Specialization:	11
(1) Linguistics, Structure of English Language or Proficiency	2
(2) Child Development or Child Psychology	3
(3) Tests and Measurements	2
(4) Methods of Elementary Teaching (with planned observation and practicum)	4
d. Specialization	38
(1) Psychology Area	5
(a) Psychology and Education of Exceptional Children	3
(b) Psychological and Educational Aspects of Deafness	2
(2) Science Area	10
(a) Anatomy and Physiology of the Speech and Hearing Mechanism	3
(b) Evaluation and Pathology of Hearing and Use of Hearing Aids and Clinical practice	4
(c) Phonetics	3

		Semester hours
(3)	Communication and Education Area . . .	13
	(a) Speech for Deaf and Practicum . .	3
	(b) Auditory Habilitation and Practicum	2
	(c) Language for Deaf	4
	(d) Speech reading.	2
	(e) Teaching Reading and Elementary Subjects for Deaf	2
(4)	Professional Practice	10
	(a) Student teaching in classroom for deaf children	8
	(b) Background requirement of planned observation and practicum, the equivalent of two semester hours for credit or non-credit	

Adjustments will be considered for out of state teachers. For further information contact the Consultant, Deaf and Hard-of-Hearing, Department of Special Education Program Development and Evaluation, 316 South Second Street, Springfield, Illinois 62706.

J. Teachers of the Maladjusted

Certification by entitlement is possible only in the area of learning disabilities and only through Northwestern University or DePaul University. Other applicants must possess, or be eligible for, a valid Illinois teacher's certificate appropriate for the age group that he is to teach. One complete set of transcripts must be

sent to the Consultant for Maladjusted, Department of Special Education Program Development and Evaluation, 316 South Second Street, Springfield, Illinois 62706.

Approval is given for a particular teacher, for one school year, for a particular situation: i.e., there is no general approval of a permanent nature in view of the developmental aspects of these programs.

The school district must follow, faithfully, the rule requiring preplanning with the Department of Special Education Program Development and Evaluation. No teacher will be approved until this required step is completed.

The teacher's experience is important and will be evaluated in terms of the plan that is agreed upon. In some cases, experience will be counted in lieu of specific, special courses. Ten hours of specialized training are required as noted below. The minimum requirement is one course in each category which will total at least 10 semester hours.

1. Teachers of children with poor social adjustment:
   a. Characteristics: the deviant child, psychology of maladjusted children, etc.
   b. Educational and psychological diagnosis
   c. Remedial methods in academic area
   d. Mental health and/or mental hygiene
   e. Elective courses closely related to the area of maladjustment

2. Teachers of children with learning disabilities

   a. Characteristics: the brain damaged child, the aphasic, the epileptic child, the child with a learning disability, etc.

   b. Educational and psychological diagnosis

   c. Remedial methods in academic areas

   d. Mental health and/or mental hygiene

   e. Elective courses closely related to the area of maladjustment

3. Teachers of children who are emotionally disturbed

   a. Characteristics

   b. Educational and psychological diagnosis

   c. Remedial methods in academic areas

   d. Mental health and/or mental hygiene

   e. Elective courses closely related to the area of maladjustment

K. <u>Teachers of the Multiply Handicapped</u>

In approving teachers for multiply handicapped children, the Department of Special Education Program Development and Evaluation is guided by the following:

1. The school district must preplan the special program with the Department of Special Education Program Development and evaluation. <u>No teacher can be approved until this vital step is completed</u>.

2. Approval is granted to the school district, not the teacher, since such approval is based on total consideration of the facilities and personnel available in the district, as well as the teacher's academic training and experience.

3. Approval is granted for only one school year. Permanent approval is not given since these programs tend to be experimental in nature and will require continual reevaluation.

4. Approval is granted for a particular program. Each new program requires preplanning.

5. Approval depends on the teacher possessing a valid Illinois teacher's certificate appropriate for the age group that he is to teach.

6. The teacher must supply the Department of Special Education Program Development and Evaluation with a current official transcript for permanent filing.

7. The teacher of a class for multiply handicapped children shall be fully qualified in one of the areas of handicaps served by the program. Approval must be determined by the Department of Special Education Program Development and Evaluation. One complete set of transcripts must accompany the application for evaluation. Send transcripts along with the request for evaluation to the Department of Special Education Program Development and Evaluation, 316 South Second Street, Springfield, Illinois 62706.

L. Teachers of the Physically Handicapped in Home Instruction and Hospital Classes

The home instruction teacher shall hold a valid Illinois teacher's certificate which enables him to teach on the elementary or secondary level, or both, depending on the grade level of the children with whom he works.

The home instruction teacher shall be other than a parent of the child taught, even though that parent holds a valid Illinois teacher's certificate.

Substitute certificates are not valid for working in the program of home or hospital instruction.

M. Temporary Approval

For information concerning temporary approval in specific areas of special education, contact the Department of Special Education Program Development and Evaluation, 316 South Second Street, Springfield, Illinois 62706.

Part III
Programs Offered in Specific Areas of Special Education in Illinois Colleges and Universities

A. Blind and Partially Seeing

Illinois State University

Northern Illinois University

B. Deaf and Hard-of-Hearing

DePaul University

Illinois State University

MacMurray College

Northern Illinois University

Northwestern University

Southern Illinois University - Carbondale

University of Illinois - Urbana

C. Mentally Handicapped

Chicago State College

DePaul University

Eastern Illinois University

Illinois State University

MacMurray College

Northeastern Illinois State College

Northern Illinois University

Pestalozzi Froebel Teachers College

Southern Illinois University - Carbondale

Southern Illinois University - Edwardsville

University of Illinois - Chicago Circle Campus (tentative, 1968)

University of Illinois - Urbana

Western Illinois University

D. Occupational Therapy

University of Illinois - Urbana

E. Physically Handicapped

Illinois State University

Northern Illinois University

F. Physical Therapy

Northern Illinois University

Northwestern University

G. Speech Correction

Augustana College

Bradley University

DePaul University

Eastern Illinois University

Elmhurst College

Illinois State University

Northern Illinois University

Northwestern University

Saint Xavier College

Southern Illinois University - Carbondale

Southern Illinois University - Edwardsville

University of Illinois - Urbana

Western Illinois University

H. School Psychologist

Bradley University

DePaul University

Illinois Institute of Technology

Illinois State University

Northern Illinois University

Roosevelt University

Southern Illinois University - Carbondale

Southern Illinois University - Edwardsville

University of Chicago

University of Illinois - Urbana

Western Illinois University

I. School Social Work

George Williams College

Loyola University

University of Chicago

University of Illinois - Chicago Circle Campus

University of Illinois - Urbana

J. Learning Disabilities

DePaul University

Northwestern University

University of Illinois

K. Socially Maladjusted

Illinois State University

Northeastern Illinois State College

L. Emotionally Disturbed

DePaul University

Mundelein College

Northeastern Illinois State College

Southern Illinois University - Carbondale

Southern Illinois University - Edwardsville

University of Illinois - Chicago Circle Campus (tentative 1968)

University of Illinois - Urbana